

Aspen Fire Protection District



420 E Hopkins Avenue ▪ Aspen, CO 81611 ▪ 970-925-5532 ▪ www.aspenfire.com

Board of Directors Special Meeting February 7th, 2025

The Board of Directors of the Aspen Fire Protection District met for a special meeting. The meeting was open to the public in person and virtually via Zoom.

Meeting called to order by John Ward at 12:04pm

Roll Call:

- Board of Directors Present: John Ward, Parker Lathrop, Charles Cunniffe, Dave “Wabs” Walbert, Emily Taylor
- Staff/Volunteers Present: Rick Balentine, Nikki Lapin, Amanda Perusse, Ken Josselyn, Max Lyall, Dan Palmer, Jake Spaulding (zoom), Arnold Nimmo (zoom), Ryan Warren (zoom),
- Public/Others: Richard Peterson, Lawrence Bond, members of the Aspen Daily News

Public Comment: none

Board Member Comments & Action Items

Work Session Discussion on Chief Hiring Process

- John Ward reviewed the memo in the board packet from Richard Lawrence describing open meeting law provisions and the Equal Pay for Equal Work Act effective as of 2021, as well as options for what the board can legally do in their hiring process.
 - Option #1: Hire Internally – Post the Fire Chief position internally, name one or more finalists, and wait fourteen days to appoint one of the finalists.
 - Option #2: Post Externally – Post the Fire Chief position both internally and externally and run its own interview and hiring process.
 - Option #3: use a Recruiting Firm – There are several recruiting firms that specialize in hiring processes for public agency executives. These firms run a process that pre-interviews existing board members, employees and partner agencies, conducts a first round of candidate interviews, facilitates board and employee engagement with finalists. The process takes 3-4 months to complete.
 - The Board directed staff at its’ November board meeting to bring back recruiting firm proposals. These were reviewed at the December board meeting and a subcommittee of board members and employees interviewed three firms. The subcommittee was made up of Richard Peterson, Rick Balentine, Nikki Lapin, Parker Lathrop, Charles Cunniffe, Ryan Warren and Arnold Nimmo. The Prop firm was the top recommendation from the subcommittee.

Board member comments

- Discussion by the Board on all three options that were presented.

MOTION: Motion made by John Ward that the District moves forward with Option #1 provided by legal counsel, of handling to post position internally, post for 14 days, take applications and then revisit where we're at on that process.
Second: Charles Cunniffe
Discussion: Clarification by legal counsel is that the 14 days is once a finalist is selected. There is a process of coming up with a job description, timeframes for applications etc and he will work with Nikki Lapin, HR Director, on this, to be presented to the Board at the next regular meeting of 2/11/25.
Vote: All approved

MOTION: Motion made by John Ward to adjourn.
Second: Emily Taylor
Discussion: None
Vote: All approved

Adjourned at 12:21pm

***** A board packet of this meeting can be requested by contacting the Executive Administrative Assistant at amanda.perusse@aspenfire.com or by calling 970-925-5532.**